

**CITY OF KINGMAN
MEETING OF THE CLEAN CITY COMMISSION
City Council Chambers
310 N. 4th Street**

5:00 P.M.

AGENDA

Thursday, March 19, 2015

REGULAR MEETING

CALL TO ORDER & ROLL CALL

1. **APPROVAL OF MINUTES:** Regular meeting minutes of February 19, 2015
2. **OLD BUSINESS**
 - a. **Discussion of Reusable Bags to Promote Recycling in Kingman.**

The Clean City Commission has purchased reusable bags and has requested matching donations from area grocery stores for distribution to the public to promote recycling. The commission will discuss any progress on this matter.
 - b. **Review of Information on Single-Use Plastic Bag Bans.**

The Clean City Commission continues to review research and information from other jurisdictions that have banned or are working on bans of single use plastic bags. The commission will review additional research on this subject.
 - c. **Update on Publicity Campaign to Promote Weed Control and Discussion of Easement Maintenance.**

The commission will receive an update on efforts to publicize city ordinances regarding weed control by property owners in City of Kingman and discuss easement maintenance issues.
3. **NEW BUSINESS**
 - a. **Adopt-a-Highway Clean-up.**

The commission will discuss plans for their Adopt-a-Highway clean-up on April 11, 2015.
 - b. **Airway Avenue Clean-up.**

The CCC has proposed a schedule with Smith's and Wal-Mart to clean-up a portion of Airway Avenue. Any progress on this project will be discussed.
 - c. **Community Clean-up Discussion.**

The commission will discuss the outcome of the March 14, 2015 community clean-up and will begin discussing plans for the next clean-up on May 9, 2015.
4. **CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC**

Those wishing to address the Clean City Commission need not request permission in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time pursuant to A.R.S. 38-431 et al.

ADJOURNMENT

Posted _____ **By** _____

**CITY OF KINGMAN
THE CLEAN CITY COMMISSION
City Council Chambers
310 N. 4th Street
Kingman, Arizona**

5:00 p.m.

Regular Minutes

Thursday, February 19, 2015

Members:	Officers:	Visitors Signing In:
R. Bowman, Chairperson	S. Yocum, Council Liaison	See Attached List
D. Wolf, Vice-Chair	J. Dougherty, City Manager	
J. Carpenter	S. Muhle, City Clerk	
R. Giesbrecht	R. Ruggles, Staff Liaison	
M. Hicks	S. Shaffer, Planner	
C. Russell	S. Sixkiller-Wing, Recording Secretary	
M. Van Hasselt	E. Tapia, Sanitation Superintendent	

CCC PURPOSE STATEMENT

The Clean City Commission was created for the purpose of assisting the common council in establishing a city-wide policy for decreasing the amount of loose refuse in the city.

REGULAR MEETING MINUTES

CALL TO ORDER & ROLL CALL: Vice-Chairman Bowman called the meeting to order at 5:00:56 P.M. Seven members were present and none were absent. A quorum of members was achieved.

WELCOME BACK TO COMMISSION MEMBER MARGIE HICKS: The Clean City Commission welcomed Margie Hicks back to the commission as she was reappointed by the City Council.

1. **APPROVAL OF MINUTES:** The Clean City Commission reviewed the January 15, 2015 regular meeting minutes. Commissioner Carpenter made a motion to APPROVE the January 15, 2015 meeting minutes as written. Commissioner Russell SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 7-0.
2. **OPEN MEETING LAW PRESENTATION:** City Clerk Sydney Muhle gave the annual open meeting law presentation. She advised the Clean City Commission (CCC) that they are obligated to follow all state laws to inform the public of matters being discussed or decided. Public meetings are open to the public to attend and listen to deliberations and proceedings. Open meeting laws ensure the citizens of the community are informed. Ms. Muhle defined what constitutes a meeting including but not limited to technological devices such as email, tweets, blogs, Facebook and telephone discussions. She advised the commission to be careful when commenting on articles in the Kingman Daily Miner. If several of the members comment on one article, members could possibly create a quorum.

Ms. Muhle also defined what "Splintering the Quorum" means. This occurs when members discuss city business at other meetings and one or more members later discusses the matter with another member of the public body. Even though the members were not together, members still created a quorum and a chain of discussion that would be a violation of the open meeting laws. She advised the commission

that to minimize subsequent litigation they should defer any discussion until they are at the Clean City Commission meetings. Ms. Muhle advised the CCC that all agendas, meeting and social gatherings must be posted 24-hours prior to a public meeting. She indicated they must include date, time, and items for discussion. Only matters listed on the agenda can be discussed in detail. If an item is not on the agenda it cannot be discussed. If a matter is brought up that is not on the agenda the best practice is to defer the item until it can be properly listed on the agenda. Any action that is taken on item not on the agenda is a violation of open meeting law.

Ms. Muhle advised the commission that the call to the public is to allow members of the public to address the Clean City Commission. Members are not permitted to open any dialog with any call to the public items. After all the comments are made and the close of the call has been made to the public, members can direct staff to add items to future agendas, ask staff to review the item, and respond to criticism, but the commission is not obligated to respond. [The Clean City Commission can be fined to up to \$500.00 per violation item if they break the open meeting laws and members can also be removed from office. She also advised members it is against the law to fail to declare a conflict of interest or personal gain under Arizona law. Members cannot participate or be involved in discussion on issues or contracts where such a conflict exists. Ms. Muhle advised the commission that it is illegal to fail to declare a conflict of interest under Arizona law.

Chairman Bowman asked about participation of the Clean City Commission members at the Sand Box meetings in Kingman. He asked Ms. Muhle if four members of the Commission participated in the Sand Box meetings how would the laws apply to the members of the Clean City Commission. Ms. Muhle advised the CCC members because the sand box committee discusses the same type of matters that come before the CCC she discouraged participation in those committee meetings. Only three or less members should attend these meetings. She recommended posting a standing agenda item at each meeting so the members who attended could update the rest of the CCC as to what the Sand Box members are planning. If four members of the commission are planning on attending an event the commission must post a social gathering or an agenda for such gatherings. If an agenda is posted, meeting minutes must be taken and reported to the permanent record of the commission. City Manager Dougherty asked Ms. Muhle if they posted the Sand Box agenda for CCC members to attend if that would be sufficient. Ms. Muhle advised Mr. Dougherty that minutes would have to be taken and reported on behalf of the Clean City Commission. Mr. Dougherty indicated that under those circumstances he would not recommend the participation of the commission in the Sandbox meetings.

3. **OLD BUSINESS:**

a. Discussion of Reusable Bags to Promote Recycling in Kingman.

Staff Liaison Rich Ruggles updated the Clean City Commission (CCC) on the completion of the letters that the commission requested at the last meeting. Mr. Ruggles indicated he included information regarding the 2015 reusable bags promotion, the request for matching bag donations and permission to distribute the reusable bags at the store sites. Mr. Ruggles advised the CCC that he had included the letters in the packet for review and approval by the commission. Mr. Ruggles introduced fellow planner Sylvia Shaffer. Ms. Shaffer has been assisting Mr. Ruggles with investigation and the store participation information for the CCC to review. The list includes who offers reusable bags, plastic bag collection, and any discounts the store offers to the customers who use reusable bags. The Clean City Commission reviewed this document.

Commissioner Giesbrecht advised the commission he spoke with store manager Abdul at Smith's and has an appointment on Monday, February 23, 2015 to find out if the store would be participating in the 2015 Recycled Bag Promotion. Commissioner Hicks advised the commission that store manager Jimmy Van at the north Safeway store indicated they would also donate recyclable bags to the CCC for the 2015 recyclable bag promotion. She indicated he was very interested in participating and assisting the Clean City Commission. The store has not requested the commission match a donation at their location.

Chairman Bowman asked the commission if they would like to approve the letters for Smith's and Safeway. Vice Chairman Wolf made a motion to APPROVE the recyclable bags request letters as written. Commissioner Carpenter SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 7-0.

b. Review of Information on Single-Use Plastic Bag Bans.

Sylvia Shaffer presented the research and memos for Flagstaff, Arizona which is also working to ban plastic bags. Ms. Shaffer indicated that Flagstaff started this process in May 2012. Tucson, Arizona is also working on a plastic bag ordinance. They have begun recycling the bags in their community. The Clean City Commission discussed the information and the ban that was implemented in Tucson. City Manager John Dougherty congratulated the Clean City Commission on their work on this plastic bag ban. He advised the commission that they had the attention of the Arizona Food Marketing Alliance (AFMA). He received a call from AFMA regarding a copy of the ordinance they believe had been passed in Kingman. He advised the commission to continue to move forward with this project.

Commissioner Giesbrecht said the CCC should review the proposed Flagstaff ordinance to see if it would fit the needs of the Kingman ban on plastic bags. He said the members should consider using one that had already been created and approved. Chairman Bowman asked Ms. Shaffer if she knew what the demographics were for those surveyed in the Flagstaff area regarding a possible ban on plastic bags. He would also like to know how many people participated in the survey. Ms. Shaffer will investigate this information. Chairman Bowman also asked staff if they could find out the demographic makeup of the Flagstaff area and would like to know if the population is younger than the Kingman area. Commissioner Hicks said she is aware that people have the reusable bags but use them for other uses. She would like the commission to move forward with plastic bag ban. The commission discussed having additional signage in parking lots to remind customers to use the recyclable bags they are leaving in their cars.

Sanitation Supervisor Ed Tapia indicated he was in Phoenix last week to attend the quarterly recycling coalition meeting. He said there was quite a buzz at the meeting regarding Flagstaff and Kingman talking about banning plastic bags in their communities. In 2008 the City of Kingman worked with the AFMA to put the current bag central station program that is currently in place. Mr. Tapia advised the commission that he is currently collecting 70-80 pounds of recycled plastic bags per day. The City of Kingman has found it difficult recently to recycle the bags because the local collector of goods, Bulldog Disposal, is no longer accepting the recycled plastic bags. Mr. Tapia had been stock piling the plastic bags at the city yard to hopefully recycle them in the future. At the coalition meeting, Mr. Tapia was able to do some networking and met a Ms. Lane from Bashas' who has agreed to take the 8-9 bales of plastic bags that currently stored at the city yard. He indicated that it is approximately a ton or ton-and-a-half per bale of plastic bags waiting to be recycled. Ms. Lane advised Mr. Tapia that she would make sure the bags are recycled. He believes the city may run into problems in the future with recycling the bags in our community. He also indicated a representative from AFMA will attend a future meeting to talk about the plastic bag ban in Kingman.

Commissioner Hicks stated that Wal-Mart goes through a pallet of bags a week in the Kingman store. Commission members asked her to find out how many bags are in a pallet. Members discussed recycling the bags and multiple uses of the plastic bags. Commissioner Giesbrecht said he used his reusable bag at Smith's because they offer five gas points for every reusable bag used. Commissioner Hicks would like to contact the Safeway Store to see if they could also offer that benefit to customers. Vice Chairman Wolf said the CCC should keep this item on the agenda to continue discussion. Commissioner Giesbrecht said four years ago when shopping in California the Wal-Mart did not offer bags to the customers if they didn't have reusable bags with them they just put their purchases bag in the cart. Vice Chairman Wolf and The Clean City Commission thanked Ms. Shaffer for her work and investigation on this item.

c. Update on Publicity Campaign to Promote Weed Control.

Staff Liaison Rich Ruggles updated the Clean City Commission on the clean and weed free publication. He indicated it has been posted to the city web site, the city cable channel, the City of Kingman News and Notes electronic newsletter that is received by over 600 participants, and on the City of Kingman Facebook page. He also advised the CCC that the water bill is outsourced and automated. Due to cost restraints, putting a notification in the bill would not be an option. Mr. Ruggles also advised the CCC that the newspapers and local radio station have been given the PSA to get the word in the papers and broadcasted on local radio stations but has not seen or heard it yet and hopes to see the PSAs soon.

Chairman Bowman would like to create a poster to promote the clean and weed promotion along with the 2015 reusable bag promotion. The commission discussed a banner, poster and handout. The CCC agreed they did not want to do a handout because they do not want to add to the litter in the community. Commissioner Giesbrecht requested the commissioners keep an eye out for weedy locations to report them to Code Enforcement team. Chairman Bowman asked the City Manager about the current ordinance in place. Mr. Dougherty said the enforcement section in the code is not clear so he is working closely with the City Attorney to correct, cleanup, and enforce the weed control code in the city. The CCC agreed the city needs to address this issue. Commissioner Russell said he would like to see something done with tumbleweeds. He says he thought it would be fun to have a tumbleweed party, festival or something to address the problem in the city. Commissioner Hicks said the community came out with over 400 volunteers to clean up the city before the festival and believes the community would come together again if we got the word out.

4. NEW BUSINESS:

a. Preliminary Discussion of CCC Budget for FY 2016.

Staff Liaison Rich Ruggles put the current 2014/2015 budget in the packet for the Clean City Commission (CCC) to review. The commission discussed making changes to the current budget and changes to the amount allotted for the specific items in order to come up with an amount to request for the next fiscal year. Commissioner Giesbrecht proposed they put more money in the reusable bag fund so the CCC could match the donations they receive to make a greater impact in the community. The Commissioners asked Mr. Ruggles to investigate how many bags they could purchase for \$1,100.00. The commissioners suggested removed the mural line item in the budget that has not been used since it was added. They also discussed the American Recycles Day fund participation and attendance each year for these beautification projects. The commission discussed the Chuck Gibson Community Challenge Awards and participation in this beautification projects around the city. The CCC awarded six participants for the 2014 Community Challenge, and have already approved four projects for this year. They discussed the 2014 budget and activities still pending on the schedule. Commission members

discussed the 2016 budget. Commission Geisbrect made a MOTION to recommend to the City Council a \$12,000.00 CCC budget for FY 2016. Vice Chairman Wolf SECONDED the MOTION and it CARRIED UNANIMOUSLY with a vote of 7-0.

b. Finalization of Plans for Community Clean-up.

Staff Liaison Rich Ruggles advised the commission that all confirmations have been made for the Saturday, March 14, 2015 clean up. The commission discussed Ultimate Shred and their participation in the event. Commission members agreed that this would be a big clean up as it is later in the year. Mr. Ruggles will call to schedule a meeting with the Mohave County Fairgrounds to go over any issues before the clean-up. Commission members confirmed attendance of the clean-up. Mr. Ruggles will send out an e-mail reminder a few days before the clean-up to remind commissioners to attend and will post a notice that there may be a quorum of members attending in keeping with the open meeting laws.

c. Approval of Letter Regarding Clean-up Schedule for Airway Avenue.

Chairman Bowman and the Clean City Commission reviewed the proposed letters to Wal-Mart and Smith's to propose a schedule to clean the Airway Ave problem area. Members discussed other business in the area. The CCC discussed the letters and the proposal schedule they are recommending. Commission Russell made a MOTION to APPROVE the letters as written. Commissioner Carpenter SECONDED the MOTION and it CARRIED UNANIMOUSLY with a vote of 7-0.

d. Approval of Letter to Editor Regarding Cleaning-up Kingman.

Chairman Bowman read a letter that Staff Liaison Ruggles put together to publish in the Kingman Daily Miner recognizing eight-year-old Chris Buck for his letter asking citizens of the community to help keep our community clean. Commission Russell made a MOTION to APPROVE the letter as written. Commissioner Van Hasselt SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 7-0. The commission discussed a certificate and recognition for Chris Buck. Staff will try to find Master Chris Buck to recognize him.

5. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC

John Winder came to the commission to discuss curbside recycling. Mr. Winder said that 139 million Americans have access to curbside recycling. The Solid Waste Association of America did a survey in California and the average cost there was \$2.40 per household per month to provide this service. Mr. Winder would like this idea explored in Kingman especially since he recycles 100% of his waste but is still obligated to pay for sanitation service in the city. A curbside program would be something more people would participate in. Chairman Bowman said that the CCC could put something on a future agenda to discuss this idea.

Nan Russell asked about who was responsible for maintaining the public utility easements behind properties in Kingman. Commissioner Giesbrecht replied that the adjoining property owners are responsible for maintaining the easements. Chairman Bowman said this can be part of the next discussion regarding weed issues in Kingman.

Eddie Tapia announced that there would be an e-waste clean-up at Kingman Public Works on Saturday, March 7, 2015.

6. **ANNOUNCEMENTS BY COMMISSION MEMBERS** Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.

Commissioner Giesbrecht announced that the first Chillin' on Beale Street will be on April 18th. Chairman Bowman announced there will be a group from Joliet, Illinois that will be coming through Kingman on June 26th. There will be about 120 cars stopping at the Powerhouse for about 2.5 hours starting around 11:30 a.m. They will be coming in staggered groups. They are heading toward the Santa Monica pier in California.

ADJOURNMENT: Commissioner Carpenter made a MOTION to ADJOURN the meeting. Commissioner Russell SECONDED the MOTION and it CARRIED UNANIMOUSLY with a vote of 7-0. Meeting Adjourned at 6:28:21 P.M.

APPROVED:

Ralph Bowman
Clean City Commission Chairperson

STATE OF ARIZONA)
COUNTY OF MOHAVE) ss:
CITY OF KINGMAN)

CERTIFICATE OF CLEAN CITY COMMISSION MINUTES

I, Sherie Sixkiller, Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Special Meeting of the Clean City Commission held on February 19, 2015.

Dated this 19th day of March, 2015

Sherie Sixkiller-Wing, Recording Secretary

VISITORS IN ATTENDANCE

City of Kingman

Clean City Commission

The City Complex - 310 N. 4th Street - Kingman, Arizona

February 19, 2015 - 5:00 p.m.

	NAME - PLEASE PRINT	ADDRESS or AGENCY
1	Jonathan Winter	112 S. Third
2	Cody Davis	4732 Steinko Dr.
3	Nancy C. Russell	2400 Brandy Dr
4	Rutha Dougherty	#
5	Garrett Lauch Troop 19	Troop 19
6	Garrett Ho Armen Troop 19	
7	Isaac Tolat	Troop 19
8	Justin Troop 19	
9	Kordin Lutter	Troop 19
10	JOSHUA CHATTERTON	3276 RAINBOW MINE RD
11	Adam Dawson	623-341-8941 3077 Southern Loop BSA Troop 19
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Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 19, 2015
Subject: **ITEM #2a: Discussion of Reusable Bags to Promote Recycling in Kingman**

The Clean City Commission has been distributing donated reusable grocery bags to customers at local grocery stores and other locations at various times for more than two years. This is being done to encourage the use of reusable bags and discourage the use of plastic bags.

The Clean City Commission has received donations of bags from Safeway, Bashas', Smith's, and Wal-Mart. Several businesses including UniSource, MCC, and KRMC have also provided donations. Previous distributions of bags and CCC magnets have occurred at several stores and at several community clean-ups. At this time we have over 400 magnets left.

The commission also received 250 reusable shopping bags from RecyclingPromotions.com with the CCC logo on the bags.

At the last meeting, the commission approved a letter requesting additional donations of bags from Smith's and Safeway. No response has been received as of the time this memo was written, however, if any new information is received before the meeting, the commission will be informed. Also attached is a list of local retailers in Kingman. This list indicates the participation in plastic bag collection, discounts offered for reusable bags, and the sale and price of reusable bags.

Store	Address	Phone Number	Hours	Plastic Bag Collection Box	Discounts offered?	Sell reusable bags	reusable bag cost
Safeway	3125 Stockton Hill Road	753-2943	5 am to midnight	yes	10% off Bright Green Products on next shopping trip	yes	.99 and up
Safeway	3970 Stockton Hill Road	681-4900	5 am to midnight	yes	10% off Bright Green Products on next shopping trip	yes	.99 and up
Bashas	3360 Andy Devine Ave	257-4279	6 am to 9 pm	yes	no	yes	\$0.99
Walmart	3396 Stockton Hill Road	692-0555	6 am to midnight	yes	no	yes	\$0.50 regular .99, insulated 1.99
Smiths	3490 Stockton Hill Road	757-2544	6 am to midnight	yes	5 reward pts per reusable bag used (max of 50 pts or 10 bags)	yes	insulated 1.99
CVS	3501 Stockton Hill Road	757-1999	7 am to 10 pm	no	no	yes	\$1.00
Walgreens	3487 Stockton Hill Road	692-1822	8 am - 10 pm	no	no	yes	\$0.99
Walgreens	1925 East Andy Devine Ave	753-7766	8 am - 10 pm	no	no	yes	\$0.99
Family Dollar	2930 Northern Ave	681-3251	8 am - 10 pm	no	no	yes	\$0.75
Family Dollar	3155 Stockton Hill Road	718-1841	9 am - 9 pm	no	no	yes	\$0.75
Dollar General	2645 Hulapai Mountain Road	718-2904	8 am - 10 pm	no	no	yes	\$1.00
Dollar General	3665 Arizona 66	263-6336	8 am - 9 pm	no	no	yes	\$1.00
Dollar General	4405 N Stockton Hill Rd	692-9210	8 am - 10 pm	no	no	yes	\$1.00
99 Cent Store	3140 N Stockton Hill Road	718-7199	7 am to 10 pm	no	no	yes	\$1.00
Petco	3320 Stockton Hill Road	681-4101	9 am - 8 pm	no	no	no	no
Petsmart	3260 Stockton Hill Road	681-4815	9 am - 9 pm	no	no	no	no
Ross	3260 Stockton Hill Road	757-7656	9:30 am-10 pm	no	no	yes	\$1.00
Dollar Tree	3930 Stockton Hill Road	757-0770	8 am - 9 pm	no	no	yes	\$1.00
Home Depot	3860 Stockton Hill Road	681-5600	6 am-9 pm 7:30 am - 6 pm, Sun.	lightbulbs/batteries collection site	no	yes	\$0.99
True Value	3633 Stockton Hill Road	757-4018	9 am-3 pm	no	no	no	no
Natural Planet	3787 Stockton Hill Road	757-7774	9 am-6 pm	no	no	no	no
Hastings	3153 N Stockton Hill Road	753-1012	9 am - 10 pm	no	no	yes	\$1.99
Big 5	3320 N Stockton Hill Road	692-4944	9 am - 9 pm	no	no	no	no
Kmart	3340 E Andy Devine Ave	757-3202	7 am- 9 pm	no	no	no	no
Staples	3320 Stockton Hill Road	692-2125	8 am - 8 pm	yes	no	yes	\$0.99
ACE	4550 Stockton Hill Road	757-2154	7-6 M-Sat 8-4 Sun	old USA flags	no	no	no



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Sylvia Shaffer, Planner
Date: March 19, 2015
Subject: **ITEM 2B: Review of information on Single Use Plastic Bag Bans**

At the February 19, 2015 Clean City Commission meeting reviewed information and research primarily regarding what Flagstaff is doing on a possible ban on single-use plastic bags. The commission asked staff to conduct additional research on the 2013 plastic bag ban survey in Flagstaff, Arizona. Staff found the following information available:

1. Flagstaff, AZ conducts an annual Citizen Survey which serves as a consumer report card for the City of Flagstaff, providing residents the opportunity to rate their satisfaction with the quality of life in the city, the community's amenities and local government itself (<http://www.flagstaff.az.gov/documentcenter/view/43854>).
2. Included in the 2013 Citizen Survey, were two separate questions about plastic bags:
 - a. To what extent do you support or propose the City doing each of the following:
 - i. Banning plastic bags in stores in Flagstaff.
 - ii. Charging a per bag fee for plastic bags in stores in Flagstaff.
3. To further clarify the number of those who support the ban, please review the following:
 - a. The 2013 Citizen Survey consisted of 1500 randomly sampled households in Flagstaff, AZ.
 - b. Of the 1500, 59 were returned for insufficient address and 30% of 1441 responded to the survey (437 responded).
4. The results of the survey are as follows:
 - a. 59% of respondents said they would support a ban on plastic bags (248/437)
 - b. 44% of respondents said they would support a fee on plastic bags (188/437)

In addition to the Flagstaff research presented here, we are attempting to ascertain how much plastic bag usage is occurring at major grocery stores in the Kingman area. I have attached a copy of a letter that was sent to both Safeway stores, Bashas', Wal-Mart and Smith's. No responses had been received as of the time this memo was prepared. Any new information we receive will be shared with the commission at the meeting.

Encl: Demographic Comparison for Flagstaff and Kingman, AZ
Letter sent to Kingman grocery stores

Demographic Information Flagstaff/Kingman, AZ

	Flagstaff	Kingman
Population		
Population, 2013 estimate	68,667	28,393
Population, 2010	65,870	28,068
Age		
Persons under 18 years, percent, 2010	20.6%	23.3%
Persons 65 years and over, percent, 2010	6.4%	19.1%
Race		
White alone, percent, 2010 (a)	73.4%	88.0%
Black or African American alone, percent, 2010 (a)	1.9%	1.0%
American Indian and Alaska Native alone, percent, 2010 (a)	11.7%	1.7%
Asian alone, percent, 2010 (a)	1.9%	1.7%
Native Hawaiian and Other Pacific Islander alone, percent, 2010 (a)	0.2%	0.3%
Two or More Races, percent, 2010	3.6%	3.1%
Hispanic or Latino, percent, 2010 (b)	18.4%	12.5%
White alone, not Hispanic or Latino, percent, 2010	64.4%	81.3%
Education		
High school graduate or higher, percent of persons age 25+, 2009-2013	90.6%	86.3%
Bachelor's degree or higher, percent of persons age 25+, 2009-2013	41.8%	14.3%
Income		
Median household income, 2009-2013	\$49,771	\$44,433
Households		
Households, 2009-2013	23,006	11,057
Geography QuickFacts		
Land area in square miles, 2010	63.87	34.82
Persons per square mile, 2010	1,031.3	806.1

References:

<http://quickfacts.census.gov/qfd/states/04/0437620.html>

<http://quickfacts.census.gov/qfd/states/04/0423620.html>



City of Kingman

310 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • (928)753-5561
www.cityofkingman.gov

February 26, 2015

Safeway
Attn: Store Manager
3125 Stockton Hill Rd
Kingman, AZ 86409

Dear Store Manager:

I am currently working as a staff liaison with the City of Kingman Clean City Commission on conducting research related to plastic shopping bags usage in Kingman, AZ, and would appreciate your assistance.

The Clean City Commission requested staff to research the following:

1. How many plastic shopping bags are passed out to shoppers a month?
2. Or, how many bags does a store purchase per month?
3. How many reusable bags are sold monthly?
4. How many bags are recycled or collection boxes filled by customers monthly?

Please provide the best numbers related to these activities for this past year, 6 months or even 3 months so an average can be established. Please provide responses by **March 12, 2015**, and responses can be emailed, called in or mailed to me, Sylvia Shaffer, Planner.

Also, I would like to request that updated contact information be sent to me so I know who to contact if I have any questions in the future. A contact name, phone number and email would be great as I do a lot of correspondence by email.

I want to thank you in advance for providing me with useful statistics to present to the Clean City Commission in March 2015. This research is related to the proposed plastic bag ban that is currently in discussion stage only and I can update you on future discussions if you would like.

I can be reached (928) 753-8131 or please stop by at 310 N. Fourth Street between 8 a.m. and 5 p.m. Monday through Friday. I can also be reached by e-mail at sshaffer@cityofkingman.gov.

Sincerely,

Sylvia Shaffer
Staff Liaison
Kingman Clean City Commission



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 19, 2015
Subject: **ITEM #2c: Update on Publicity Campaign to Promote Weed Control and Discussion of Easement Maintenance**

Since October, 2014 meeting the CCC has been working on a publicity campaign to promote weed control in the city on both private property and in rights-of-ways. Attached to this memorandum are portions of Section 7-164 and Section 7-165 from the Kingman Municipal Code. Subsection 7-165(d) requires property owners to keep sidewalks and public areas such as rights-of-way adjacent to their private property free of weeds or grass in excess of six inches in height. Currently on private property, the Fire Department has the authority to require property owners to remove high weeds or grass only in the event that such weeds are considered to constitute a fire hazard.

The City Attorney, at the request of the City Manager, has proposed additional language contained in Subsection 7-165(i). This subsection would extend the prohibition against weeds or grass in excess of six inches in height on private property in all circumstances.

The City Manager asked that the Clean City Commission develop a public information campaign to educate the public about the need to maintain the rights-of-way adjacent to their property by controlling weeds. So far the following has been accomplished:

- "Let's Keep Kingman Clean and Weed Free" information was placed on city website, a slide was prepared for City cable channel 4, and an article was placed in City's E-mail marketing newsletter, "City of Kingman News and Notes".
- A Public Service Announcement was prepared and sent to local media including the Kingman Daily Miner, The Standard, and KGMN K-99 Radio.

EASEMENT MAINTENANCE

In addition at the last meeting, there was a request from the public to address who is responsible for maintenance of weeds in easements in the City of Kingman. To clarify, an easement is simply a right to use and/or enter a property granted to others that do not own the property. There are numerous public utility easements throughout the city which give utility companies the right to enter a property for utility maintenance and access purposes. However, the adjoining property owners still retain title to the property itself. Typically, but not always, these easements will straddle a property line between adjoining owners. In the case of an easement, the underlying property owner is responsible for the maintenance of any weeds in those areas.

Sec. 7-164 Definitions.

Grass includes but is not limited to barnyard grass, bermuda grass, bluegrass, brome grasses, crab grass, foxtail, johnson grass, ragweed, rye grass, wild oats, or hybrids thereof.

Weeds means any vegetation which is, or is likely to be, detrimental, destructive or unsightly and difficult to control or eradicate, including but not limited to bull thistle, cocklebur, foxtail, horseweed, lambsquarters, london rocket, mallow, milkweed, pigweed, mustards, prickly lettuce, ragweed, russian thistle, shepardspurse, sowthistle, white horsetail, willow weed and those types of plant growth defined as noxious weeds by A.R.S. § [3-201](#) regardless of whether a particular property owner or occupant who is the subject of enforcement action under this Code regards the growth as desirable.

Sec. 7-165 Public nuisances prohibited.

The following acts, omissions, conditions, and things in or upon any land or structure in the city, or the failure to comply with any of the following standards, constitute public nuisances, the existence of which are hereby prohibited and declared to be unlawful. The provisions of this section are not exclusive and may be duplicative of other provisions, codes and regulations adopted by the City of Kingman; all provisions, codes and regulations of the City of Kingman, including those in this section, may be applied cumulatively or separately for purposes of enforcement.

(a) It shall be unlawful to maintain any condition defined as or deemed to be a nuisance or hazard to the public health, safety, or welfare by any statute of the State of Arizona or any code or ordinance adopted by the City of Kingman. These include but are not limited to the Kingman Code, the Kingman Zoning Ordinance, the adopted Fire Codes, adopted Building Codes, adopted Housing Codes, and similar codes or any provision of any state statute or code or ordinance adopted by the City of Kingman and intended to protect the character, safety or attractiveness of a neighborhood or area.

(b) It shall be unlawful for any person to cause or allow the storage of any abandoned or junk vehicle except where such storage is in complete compliance with this article and the City of Kingman Zoning Code.

(1) In residential areas, all abandoned or junk vehicles being stored, restored or repaired shall be kept safely within a lawful building or structure or behind a lawful fence in such a manner as to not be visible from beyond the lot boundaries; for vehicles stored outside a lawful building or structure, there shall be no more than three (3) such vehicles.

(2) Abandoned or junk vehicles shall not be stored on the premises of a business enterprise unless the enterprise is lawfully licensed under the Kingman Code for such purpose, or such storage is necessary to the operation of the business enterprise, and such storage is otherwise screened and in conformance with the Kingman City Code and Zoning Ordinance.

(c) No person shall allow, deposit, store, accumulate or maintain garbage, trash, refuse, rubbish, litter or junk, except as authorized for collection under the Kingman Municipal Utilities Regulations.

(d) All persons owning or occupying land, whether improved or unimproved, shall keep the sidewalks or public places fronting or bordering their property free of garbage, trash, refuse, rubbish, litter or junk, and weeds or grass in excess of six (6) inches high; provided, however, this section shall not prohibit the

temporary storage of such materials in authorized receptacles for collection in compliance with the Kingman Municipal Utilities Regulations.

(e) No owner or occupant of land, whether improved or unimproved, shall allow trees, shrubs, or plant growth on that land to encroach upon or impede, obstruct or interfere with passage on any street, sidewalk or alley within the city or to obstruct visibility of any traffic control device or signal. Such clearance shall be a minimum of seven (7) feet over a sidewalk and fifteen (15) feet over the roadway.

(f) No owner or occupant of land, whether improved or unimproved, shall allow plant growth which is dead, dormant or so dry as to be readily flammable or combustible or that may otherwise constitute a fire hazard or other threat to public health or safety.

(g) No person shall deposit into, sweep upon or allow or permit to drain into any public right-of-way or place any hazardous material, garbage, trash, refuse, rubbish, litter or junk, or similar matter which is offensive to sight or smell or impedes passage or is detrimental to public health.

(h) It is unlawful for the owner or occupant of land to cause or permit disagreeable or obnoxious odors to emanate beyond the boundaries of the land.

(i) ~~Reserved.~~ NO OWNER OR OCCUPANT OF LAND, WHETHER IMPROVED OR UNIMPROVED, SHALL ALLOW WEEDS OR GRASS TO GROW IN EXCESS OF SIX (6) INCHES IN HEIGHT.

(j) It is unlawful to allow any swimming pool or similar body of water to stagnate and thereby become eutrophic, polluted, or offensive to the senses and unsafe for its intended use.

(k) No owner or occupant of land, whether improved or unimproved, shall cause or permit unreasonable quantities of smoke, noxious fumes, gas, soot or cinders to emanate beyond the boundaries of that land.

(l) *Reserved.*

(m) It is unlawful for any owner or occupant of land to fail to properly repair, remove or replace any collapsed or fallen fence adjacent to the public right-of-way as per the Kingman Zoning Code.

(n) It is unlawful for any person to display any vehicle or boat for sale on vacant, unimproved or undeveloped property, and no owner or occupant of vacant, unimproved or undeveloped property shall allow or permit such displays.

(o) *Reserved.*

(p) Except for specific permitted or licensed activities, it shall be unlawful for any person to display any article for sale outdoors on any property, whether improved or unimproved, or on any public place; and no owner or occupant of property, whether improved or unimproved, shall allow or permit such outdoor displays, except for specifically permitted or licensed activities.

(q) In residential zones, it shall be unlawful for any person to park or store and for an owner or occupant of land to allow or permit any person to park or store on the owner's or occupant's land any commercial vehicle having a gross vehicle weight rating (GVWR) exceeding sixteen thousand (16,000) pounds, except that temporary parking is permitted for the purpose of delivery or the loading and unloading of household goods.

(r) No person shall place any sign in any public right-of-way or attach any sign to any public utility structure, traffic control device, traffic light standard, or similar structure, except signs erected by a public utility or government agency and those permitted by city ordinance, but only for those places, times and specific purposes permitted.

(s) *Reserved.*

(t) It shall be unlawful for any person to willfully or negligently permit or cause the escape or flow of water from the municipal water system in such quantity as to cause flooding, impede vehicular or pedestrian traffic, create a hazardous condition to such traffic, create a condition which constitutes a threat to the public health and safety, or cause damage to the public streets or alleys of the city.

(u) It shall be unlawful to have any yard sale in excess of three (3) days in a row or more than five (5) times in a calendar year at any single residence. Yard sales must be spaced at least four (4) days apart.

(Ord. No. 1266, 9-5-00; made pub. rec. by Res. No. 3571, 9-5-00; Ord. No. 1418, § 2, 3-1-04; Ord. No. 1736, § 1, 8-21-12)

Kingman Clean City Commission
Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: 3/19/15
Subject: Item #3a: Adopt-a-Highway Clean-up

ADOPT-A-HIGHWAY DATE: Saturday, April 11, 2015 from 8 a.m. to 10 a.m.

CLEAN-UP LOCATION: We will meet at the northwest corner of Bashas' parking lot closest to the vacant field. Our ADOT Adopt-a-Highway section stretches on both sides of Andy Devine from I-40 to just past the City of Kingman Public Works facility. The Adopt-a-Highway workers clean an area extending roughly 30 feet from the edge of pavement. All volunteers need to be aware of traffic and should face toward the direction of traffic when close to the road.

STUFF TO BRING: Rich will bring reflective safety vests, litter pick-up tools and large trash bags. Everyone should bring their own gloves and wear their green CCC t-shirts.

PARTICIPANTS/VOLUNTEERS: The commission should discuss who will be participating in the clean-up. All participants must sign Adopt-a-Highway Registration Form on the day of the clean-up.

HAULING SERVICES: Rich Ruggles will contact ADOT before clean-up to notify them about the clean-up. They will remove the bags the following week.

FOOD & REFRESHMENTS:
Should we bring water or anything else?



City of Kingman

310 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • (928)753-5561
www.cityofkingman.gov

February 19, 2015

Smith's Food & Drug Center
3490 Stockton Hill Road
Kingman, AZ 86409

Attn: Store Manager

The Kingman Clean City Commission (CCC), in an effort to reduce the amount of windblown litter in our community, is proposing to do periodic clean-ups along Airway Avenue across from Wal-Mart and Smith's in Kingman. The clean-up area includes the north side of Airway Avenue between Cracker Barrel and Let's C U Smile Dentistry. It is our understanding that Smith's and Wal-Mart periodically will send employees to this location as well to clean-up the area. We would like to partner with you in this effort. We would propose developing a clean-up schedule whereby Wal-Mart, Smith's, and the CCC rotate the clean-up of this area every couple of weeks.

To work out a schedule please contact me at (928) 753-8160 or by e-mail at rruggles@cityofkingman.gov. Alternatively, you may contact our chairman Ralph Bowman at (928) 681-2361 or by e-mail at RBowman583@aol.com.

Thank you for your consideration.

Sincerely,

Rich Ruggles
Staff Liaison
Kingman Clean City Commission

3.B



City of Kingman

310 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • (928)753-5561
www.cityofkingman.gov

February 19, 2015

Wal-Mart
3396 Stockton Hill Road
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Thank you for your consideration.

Sincerely,

Rich Ruggles
Staff Liaison
Kingman Clean City Commission

Kingman Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: 3/19/15
Subject: Item #3C: Community Clean-up Discussion

CLEAN-UP DATE: The next Community Clean-up is scheduled for Saturday, May 9, 2015 from 7:30 a.m. to 12 p.m. at the Mohave County Fairgrounds.

CLEAN-UP ITEMS: We will accept bagged household trash, yard debris, mattresses, tires without rims, and appliances without Freon. Metal items may be recycled. The clean-up will not accept unbagged household trash, tires with rims, trash from commercial businesses, yard waste from landscapers, and any hazardous materials. We will also not accept trailers over 12-feet in length.

LOGISTICS AND HAULING: A meeting with the Fairgrounds manager will need to be set up prior to the clean-up to verify the traffic set-up. Bulldog Disposal will need to confirm that they will be able to provide hauling services and stage the roll-off containers. We need to confirm that the City Sanitation Department will provide employees on-site with the bobcat(s). We need to make sure the "exit only" sign for the Motor Avenue exit is set up. Ultimate Shred will need to be contacted to see if they would like to participate.

PRISON CREW: The Arizona State Prison will need to be contacted to make sure they can have a crew to assist with offloading the trash from 7:00 a.m. to 1:00 p.m.

CCC VOLUNTEERS: Commission members will need to confirm their availability to attend the clean-up. Participants should wear their CCC t-shirts.

VOUCHERS: Landfill vouchers will be made available for those customers who either arrive after 12 p.m. or have a large load of trash that cannot be accommodated at the clean-up site. Those customers will be given one voucher for one free dump and will need to be directed to go to the County landfill one time between Saturday, May 9, 2015 and Saturday, May 16, 2015. Please note these times on the vouchers when they are handed out to customers. **The landfill will need to be sent a notification of the clean-up.**

PUBLICITY & NOTIFICATION: The clean-up information will need to be posted on the city website. We will also need to contact the Kingman Daily Miner, the Standard, and radio stations. I will make sure the notification signs will be put up around Kingman before the clean-up.

REFRESHMENTS: We need to discuss bringing water and other snacks. We will let the prison know that the prisoners may receive water and snacks as they require prior approval.

RESTROOM FACILITIES: Kingman Portable Toilets will need to be contacted to request a donation of a portable toilet.

The commission will also discuss the outcome of the community clean-up held on March 14, 2015.

2014-2015 CLEAN CITY COMMISSION EVENT TENTATIVE SCHEDULE

Date	Time	Event /Location
Saturday, October 18, 2014	7:30 a.m. to Noon	Community Clean-up @ Fairgrounds
Saturday, October 18, 2014		Prep day for Rock N Roll Paint-a-Thon
Saturday, October 25, 2014		Rock N Roll Paint-a-Thon
Saturday, November 8, 2014	8:00 a.m. to 10:00 a.m.	Adopt-a-Highway Clean-up
Thursday, November 20, 2014	5 p.m., CCC meeting	America Recycles Day Poster and Essay Contest Winners
Saturday, March 14, 2015	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Saturday, April 11, 2015	8:00 a.m. to 10:00 a.m.	Adopt-a-Highway Clean-up
Saturday, April 25, 2015	TBD	Arbor Day @ Monsoon Park
Saturday, May 9, 2015	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Thursday, May 14, 2015	5 p.m., CCC special meeting	Community Challenge Award prizes

TBD = To Be Determined